



*Mount St. Mary's College*  
*Graduate School*

1962~1964



“ . . . to educate the intellect to reason well in all matters, to reach out towards truth, and to grasp it.”

—Newman, *The Idea of a University*







# *Mount St. Mary's College*

*Conducted  
by the  
Sisters of St. Joseph of Carondelet*



*Co-educational  
Graduate School  
1962-1964*

# OFFICIAL RECOGNITION

## MOUNT ST. MARY' COLLEGE is

*Accredited* by the  
Western College Association  
California State Board of Education  
California State Board of Nurse Examiners  
National League for Nursing

*Affiliated* with the Catholic University of America

*Empowered* by the Board of Education to recommend  
candidates for California teaching credentials

*Approved* by the  
Federal Government for the education of foreign students  
Veterans Administration for training under Public Law 550

*A Member* of the  
American Association of Colleges for Teacher Education  
American Association of University Women  
American Council on Education  
Association of American Colleges  
National Association of Schools of Music  
National Catholic Education Association  
National Commission on Accrediting  
Western Association of Graduate Schools

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# GRADUATE SCHOOL CALENDAR

## Fall Semester

| 1962-1963 |              |  | 1963-1964 |              |  |
|-----------|--------------|--|-----------|--------------|--|
|           | Sept. 8      | Registration for Saturday and late afternoon classes   |           | Sept. 7      |  |
|           | Sept. 10     | Registration   |           | Sept. 10     |  |
|           | Sept. 12     | Classes begin  |           | Sept. 12     |  |
| 1         | Sept. 15     | Last day to file application for Graduate Record Examination                                     |           | Sept. 14     |  |
| 2         | Sept. 22     | Last day to file theses topics for students finishing master's work in January                   |           | Sept. 21     |  |
|           | Sept. 26     | Last day to add course to study program  |           | Sept. 27     |  |
| 3         | Oct. 6 & 13  | Graduate Record Examination  |           | Oct. 5 & 12  |  |
|           | Oct. 24      | Last day to drop course  |           | Oct. 23      |  |
|           | Nov. 1       | All Saints Day — Holiday   |           | Nov. 1       |  |
|           | Nov. 21      | Thanksgiving recess begins after last class  |           | Nov. 27      |  |
|           | Nov. 26      | Classes resume   |           | Dec. 2       |  |
| 4         | Dec. 1       | Last day to submit completed theses to committee for students finishing master's work in January |           | Dec. 2       |  |
|           | Dec. 8       | Immaculate Conception — Holiday  |           | Dec. 8       |  |
| 5         | Dec. 15      | Last day to file application for modern language examination                                     |           | Dec. 14      |  |
|           | Dec. 15      | Christmas recess begins after last class   |           | Dec. 17      |  |
|           | Jan. 3       | Classes resume   |           | Jan. 6       |  |
| 6         | Jan. 12      | Modern language examination  |           | Jan. 11      |  |
| 7         | Jan. 9 - 16  | Comprehensive examinations   |           | Jan. 8 - 15  |  |
| 8         | Jan. 15      | Last day to file theses topics for master's degree to be conferred in June                       |           | Jan. 15      |  |
| 9         | Jan. 19      | Last day to file two copies of theses in Graduate Office   |           | Jan. 18      |  |
|           | Jan. 18 - 26 | Final examinations   |           | Jan. 15 - 22 |  |

## Spring Semester

|   |            |  |  |             |  |
|---|------------|--|--|-------------|--|
|   | Jan. 26    | Registration for Saturday and late afternoon classes         |  | Jan. 25     |  |
|   | Jan. 30    | Registration   |  | Jan. 29     |  |
|   | Jan. 31    | Classes begin  |  | Jan. 30     |  |
| 1 | Feb. 9     | Last day to file application for Graduate Record Examination |  | Feb. 1      |  |
|   | Feb. 14    | Last day to add course to study program                      |  | Feb. 17     |  |
|   | Feb. 22    | Washington's Birthday — Holiday                              |  | Feb. 22     |  |
| 2 | Mar. 1     | Last day to file intention to receive degree at Commencement |  | Mar. 2      |  |
| 3 | Mar. 2 & 9 | Graduate Record Examination                                  |  | } Feb. 29 & |  |
|   |            |  |  | } Mar 7     |  |
| 4 | Mar. 9     | Last day to file application for modern language examination |  | Mar. 14     |  |
|   | Mar. 13    | Last day to drop course                                      |  | Mar. 11     |  |

|   |                      |    |  |                      |    |
|---|----------------------|----|--|----------------------|----|
| 5 | Mar.                 | 15 | Last day to file theses topics for students finishing master's work at the end of the summer session | Mar.                 | 14 |
|   | Mar.                 | 19 | St. Joseph's Day — Holiday   | Mar.                 | 19 |
| 6 | Apr.                 | 6  | Modern language examination  | Apr.                 | 4  |
|   | Apr.                 | 10 | Easter recess begins after last class  | Apr.                 | 25 |
|   | Apr.                 | 17 | Classes resume   | May                  | 1  |
| 7 | Apr.                 | 17 | Last day to submit completed theses to committee for master's degree to be conferred in June         | Apr.                 | 15 |
| 8 | May 6 - 11           |    | Comprehensive examinations   | May 4 - 9            |    |
|   | May                  | 23 | Ascension Thursday — Holiday   | May                  | 7  |
| 9 | May                  | 25 | Last day to file two copies of theses in Graduate Office   | May                  | 23 |
|   | May 28 }<br>June 5 } |    | Final examinations   | { May 26<br>June 3 } |    |
|   | May                  | 30 | Memorial Day — Holiday   | May                  | 30 |
|   | June                 | 2  | Commencement   | May                  | 31 |

| 1963 | Summer Session |  |      | 1964 |
|------|----------------|--|------|------|
| June | 8              | Pre-Registration   | June | 6    |
| June | 17             | Registration. Last day to register for the Graduate Record Examination   | June | 15   |
| June | 18             | Classes begin  | June | 16   |
| June | 21             | Last day to add or drop course   | June | 20   |
| June | 28             | Last day to submit completed theses to committee for students finishing master's work at the end of the summer session | June | 26   |
| June | 29             | Graduate Record Examination  | June | 27   |
| July | 3              | Last day to file application for modern language examinations and for Comprehensive Examinations                       | July | 1    |
| July | 4              | Independence Day — Holiday   | July | 4    |
| July | 6              | Classes will be held on this Saturday only   | June | 20   |
| July | 19             | Last day to file two copies of theses in Graduate Office   | July | 17   |
| July | 20             | Modern language examination and Comprehensive Examinations   | July | 18   |
| July | 26             | Final examinations   | July | 24   |

## OFFICERS OF THE COLLEGE

### Board of Trustees

|  |   |
|--|---|
| Mother Josephine, Provincial Superior    | Sister Celine, Provincial Counselor       |
| Sister Agnes Marie, Assistant Provincial | Sister Agnes Claire, Provincial Counselor |
| Sister Rosaleen, Provincial Counselor    | Four Sisters appointed by the Provincial  |

### Advisory Board

|  |  |
|--|--|
| His Eminence James Francis Cardinal<br>McIntyre, Los Angeles, Honorary<br>Chairman | Henry I. Dockweiler, Los Angeles,<br>Vice-Chairman |
| The Right Reverend Joseph F. Sharpe<br>Los Angeles                                 | Mr. and Mrs. John Farrow, Beverly Hills            |
| Reverend Charles S. Casassa, S.J.,<br>Los Angeles                                  | Mrs. Herbert Kalmus, Bel-Air                       |
| Mr. Richard T. Aldworth, Los Angeles   | Mr. Frank J. Kanne, Jr., Los Angeles               |
| Mrs. K. Cary Clem, Los Angeles   | Mrs. Philip Lieb, Los Angeles                      |
| Mr. Ray Connors, Los Angeles, Chairman   | The Honorable A. A. Scott, Los Angeles             |
|  | Frank Seaver, Los Angeles                          |
|  | Mary Stanton, Beverly Hills                        |
|  | Olin Wellborn, III, Los Angeles                    |

### Administrative Officers

|                     |                             |
|---------------------|-----------------------------|
| SISTER MARY REBECCA | President                   |
| SISTER MARY BRIGID  | Dean of the Graduate School |
| SISTER ANITA JOSEPH | Registrar                   |
| SISTER FRANCIS MARY | Treasurer                   |

### Graduate Council

The President of the College is an *ex officio* member.

|                                 |                     |
|---------------------------------|---------------------|
| SISTER MARY GERMAINE, Ph.D.     | Chairman            |
| HALLIE F. BUNDY, Ph.D.          | Physical Sciences   |
| SISTER CATHERINE THERESE, Ph.D. | Economics           |
| PATTEE E. EVENSON, D.M.A.       | Music               |
| SISTER MARY GERALD, Ph.D.       | Biological Sciences |
| RONALD J. OARD, Ph.D.           | History             |
| F. ROMAN YOUNG, Ph.D.           | Education           |



## FACULTY

DAPHNE NICHOLSON BENNETT, *Assistant Professor of English*  
B.A., M.A., (reg.), Diploma in Dramatic Art, University of London  
M.A., Ph.D., University of Southern California

SISTER MARY BRIGID, *Associate Professor of Sociology*  
B.A., Mount St. Mary's College  
M.S.W., Catholic University of America  
Ph.D., University of Notre Dame

HALLIE F. BUNDY, *Assistant Professor of Biochemistry*  
B.A., Mount St. Mary's College  
M.S., Ph.D., University of Southern California

SISTER CATHERINE THERESE, *Assistant Professor of Economics*  
B.A., Mount St. Mary's College  
M.A., Saint Louis University  
Ph.D., University of California, Berkeley

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B.A., Mount St. Mary's College  
Ph.D., Saint Louis University

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B.A., M.A., Rutgers University;  
(Cand.), University of California, Los Angeles

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B.M., B.A., M.Mus., D.M.A., University of Southern California

PATTEE E. EVENSON, *Associate Professor of Music*  
B.Sc., University of Minnesota  
M.Mus., University of Michigan  
D.M.A., University of Southern California

SISTER MARY GERALD, *Associate Professor of Biology*  
B.A., University of Southern California  
M.S., Catholic University of America  
Ph.D., Notre Dame University

SISTER MARY GERMAINE, *Professor of Classical Languages*  
B.A., Mount St. Mary's College  
M.A., University of Southern California  
Ph.D., Catholic University of America

YURI HAN, *Assistant Professor of Chemistry*  
B.A., Austin College  
Ph.D., University of Texas

CHARLES LA DOCHY, *Associate Professor of Biology*  
Ph.D., University of Szeged  
Graduate study, University of Berlin, Instituto Italiano di Cultura,  
Instituto Guatemalteco-Americano, University of California, Los Angeles,  
University of Michigan

SISTER MARY LAURENTIA, *Professor of English*  
B.A., Mount St. Mary's College  
M.A., Ph.D., Catholic University of America  
Graduate study, Stanford University

CARROLL F. MAC DORMAN, *Assistant Professor of Psychology*  
B.A., M.A., Ph.D., University of Arizona

RONALD J. OARD, *Assistant Professor of History and Political Science*  
B. A., Regis College, Denver  
M.A., Creighton University  
Ph.D., Saint Louis University

THE REVEREND JAMES O'REILLY, *Professor of Mathematics and Physics*  
S.T.B., St. Patrick's College, Maynooth  
Ph.D., California Institute of Technology

SISTER MARY PATRICIA, *Associate Professor of English*  
B.A., Mount St. Mary's College  
M.A., University of California, Los Angeles  
Graduate study, Stanford University

## FACULTY

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B.A., Mount St. Mary's College  
M.A., University of Southern California  
Graduate study, Oxford; European travel

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B.A., Mount St. Mary's College  
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Ph.D., University of California, Los Angeles

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B.M., University of Nebraska  
M.M., Northwestern University  
Ph.D., Eastman School of Music, University of Rochester

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M.A., Fordham University  
Ph.D. (Cand.), Catholic University of America

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Ph.D., University of California, Berkeley  
Graduate study, Regina Mundi, Rome, Italy

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*Professor of Mathematics*, SISTER ROSE GERTRUDE

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M.A., Ph.D., Catholic University of America

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Ph.D., (Cand.), University of Southern California

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M.M., Northwestern University  
Ed. D., Teachers College, Columbia University

*Instructor in English*, JACQUELINE D. TUNBERG

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Ph.D., University of Chicago

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M.A., Ph.D., University of Michigan

*Lecturer in Education*, THE REVEREND JAMES B. CLYNE

B.A., St. John's Seminary  
M.A., Ph.D., Catholic University of America

*Lecturer in History*, THE RIGHT REVEREND PATRICK DIGNAN

B.A., University of Louvain  
M.A., Ph.D., Catholic University of America

*Lecturer in Psychology*, DONALD A. LETON

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M.A., Ph.D., University of Minnesota

*Lecturer in Education and Psychology*, THE RIGHT REVEREND JOSEPH F. SHARPE

B.A., Regis College, Denver  
M.A., Ph.D., Catholic University of America

*Lecturer in Psychology*, HELENA STIEL

M.A., Ph.D., Loyola University, Chicago

\*Absent on leave 1962-1963



## GENERAL INFORMATION

### History

Mount St. Mary's College was empowered in 1925 by the charter of foundation granted by the State of California to confer such degrees in the arts and sciences as are usually conferred by colleges in the United States. Since 1931 the Department of Music has granted the degree of Master of Music. In 1954 the Department of Education, and in 1957 the Department of History were authorized by the Board of Trustees to offer the master's degree.

In order to coordinate the graduate programs in the various departments, the Graduate School was officially established by the Board of Trustees under the administration of the Dean of the Graduate School and the Graduate Council. The advanced degrees offered at present by Mount St. Mary's College are the Master of Arts in Education, History and Music, the Master of Science in Education, and the Master of Music.

Since 1929 Mount St. Mary's College has been authorized by the California State Department of Education to give the requisite preparation and to recommend students for elementary and secondary teaching credentials.

### Objectives

The Graduate School of Mount St. Mary's College extends and deepens the work of the undergraduate departments by offering to qualified men and women the opportunity to pursue advanced courses and to obtain training in research. Its chief purpose is to prepare graduate students for an effective career as productive scholars.

It is the aim of the Graduate School, in harmony with the general objectives of the College, to afford such students an opportunity to acquire that knowledge which embraces the personal possession of truth that they may advance knowledge in their field of specialization and be better equipped to transmit it to others.

### Organization

The Graduate School is organized as an integral division under the administration of the Dean of the Graduate School and the Graduate Council, the latter of which is appointed by the President. The Dean is the *ex officio* chairman of the Council.

The Graduate Council has general supervision over the rules and regulations of the College regarding the administration of graduate work and advanced degrees. It prescribes the qualifications of all professors who offer graduate work and approves all courses taken for graduate credit.

All programs in the College beyond the bachelor's degree are under the administration of the Graduate School.

The faculty of the Graduate School is drawn from the faculty of the College and includes those who are authorized by the Graduate Council to offer courses for graduate credit.



## Fields of Graduate Study

The Graduate School offers work leading to the degree of Master of Arts in Education, History, and Music, Master of Science in Education, and Master of Music.

Work for the minor fields and electives may be taken in any of the areas represented among the cooperating minor departments.

The Department of Education offers courses which qualify the student for recommendation for the general secondary credential in the following fields as they are interpreted by the California State Department of Education: social studies, life sciences and general science, physical sciences and general science, English, foreign languages, homemaking, mathematics and music.

## Coeducation

The Graduate School is open to qualified men and women during the regular terms as well as during the summer session.

Students of the Graduate School may take departmental seminars, special courses (graduate seminars excepted) without credit.

The student should fill out an Application Form for auditors and file it in the Graduate Office.

The charge for auditing courses is the same as for courses taken for credit, except in the event that a department requires a student to audit a course as part of a review program, in which case no fee is charged.

Academic credit is not subsequently given for courses taken as an auditor.

## Seniors and Graduate Study

If at the beginning of the second semester of his senior year, a student of satisfactory academic standing is within six semester hours\* of a bachelor's degree, he may, with the approval of the undergraduate Dean and the Dean of the Graduate School, register for courses which carry graduate credit. The amount of graduate credit permitted is determined according to the scale given on page 16, but shall in no instance exceed six semester hours. No graduate credit will be given retroactively for work taken in excess of bachelor's degree requirements.

## Foreign Students

In addition to the general requirements for admission to the Graduate School, students from foreign countries are required to present evidence of proficiency in oral and written English, and a guarantee of financial support during their period of Study at Mount St. Mary's College. Further information will be found in a circular *Information for Prospective Students from Other Countries* which will be sent upon request from the office of the Dean of the Graduate School.

\*A semester hour means one hour of class work per week pursued for a period of one semester. Two or three hours of laboratory work are rated as equivalent to one hour of class work.

## Admission

*Classified status:* An applicant for admission to the master's program must possess a bachelor's degree or its equivalent from an accredited college or university. The student's previous academic record must give evidence of the ability and preparation necessary for successfully pursuing graduate study. In general, the minimum requirement for admission to classified status is a B average in the upper division courses of a student's undergraduate work.

In the event that the applicant's undergraduate record does not include all the requisite courses or a satisfactory average, he may be obliged to take supplementary undergraduate work to fulfill the prerequisites of his major department. This demand for additional prerequisites should not be interpreted as prejudicial to the college previously attended by the applicant.

Admission to classified status is granted by the Graduate Council. The applicant's registration is provisional and the determination of his status is tentative until the formal approval of the Council is given. Notice of the action of the Council is sent directly to the applicant as soon as possible.

Admission to the Graduate School does not constitute advancement to candidacy for the master's degree.

## Objectives

The Graduate School of Mount St. Mary's College extends and deepens the work of the undergraduate departments by offering to qualified men and women the opportunity to pursue advanced courses and to obtain training in research. Its chief purpose is to prepare graduate students for an effective career as productive scholars.

It is the aim of the Graduate School, in harmony with the general objectives of the College, to afford such students an opportunity to acquire that knowledge which embraces the personal possession of truth that they may advance knowledge in their field of specialization and be better equipped to transmit it to others.

## Organization

The Graduate School is organized as an integral division under the administration of the Dean of the Graduate School and the Graduate Council, the latter of which is appointed by the President. The Dean is the *ex officio* chairman of the Council.

The Graduate Council has general supervision over the rules and regulations of the College regarding the administration of graduate work and advanced degrees. It prescribes the qualifications of all professors who offer graduate work and approves all courses taken for graduate credit.

All programs in the College beyond the bachelor's degree are under the administration of the Graduate School.

The faculty of the Graduate School is drawn from the faculty of the College and includes those who are authorized by the Graduate Council to offer courses for graduate credit.



If distance permits, the applicant should arrange for a personal interview with the Dean of the Graduate School and with the major department.

*Credential status:* A student who holds a bachelor's degree from an accredited college or university and who fulfills the Department of Education requirements is eligible for admission to credential status.

The applicant should fill out an Admission Form for credential status, and file it in the Graduate Office.

*Unclassified status:* Students who hold a bachelor's degree from an accredited college or university are eligible for admission to unclassified status. They may take either undergraduate courses in subjects of their special interest or graduate courses for which they are qualified.

The applicants should fill out an Admission Form for unclassified status and file it in the Graduate Office.

Unclassified students are expected to conform to the prevailing standards of scholarship and attendance. If an unclassified student should later alter his decision and become an applicant for a degree, only six semester hours completed in unclassified status will be accepted toward an advanced degree, and these only in the event that they are acceptable to the major department.

*Auditors:* Students who hold a bachelor's degree may, with the permission of the Dean of the Graduate School and of the department concerned, attend courses (graduate seminars excepted) without credit.

The student should fill out an Application Form for auditors and file it in the Graduate Office.

The charge for auditing courses is the same as for courses taken for credit, except in the event that a department requires a student to audit a course as part of a review program, in which case no fee is charged.

Academic credit is not subsequently given for courses taken as an auditor.

## Seniors and Graduate Study

If at the beginning of the second semester of his senior year, a student of satisfactory academic standing is within six semester hours\* of a bachelor's degree, he may, with the approval of the undergraduate Dean and the Dean of the Graduate School, register for courses which carry graduate credit. The amount of graduate credit permitted is determined according to the scale given on page 16, but shall in no instance exceed six semester hours. No graduate credit will be given retroactively for work taken in excess of bachelor's degree requirements.

## Foreign Students

In addition to the general requirements for admission to the Graduate School, students from foreign countries are required to present evidence of proficiency in oral and written English, and a guarantee of financial support during their period of Study at Mount St. Mary's College. Further information will be found in a circular *Information for Prospective Students from Other Countries* which will be sent upon request from the office of the Dean of the Graduate School.

\*A semester hour means one hour of class work per week pursued for a period of one semester. Two or three hours of laboratory work are rated as equivalent to one hour of class work.



## Registration

Any student holding a bachelor's degree or its equivalent should register in the Graduate School unless he seeks an additional undergraduate degree. He should report *in person* at the office of the Dean of the Graduate School during the registration period for registration blanks and course schedules.

The program of courses for the master's degree will be planned by the graduate adviser in the proposed major and minor fields.

Credential students should, after obtaining registration materials, consult with the credential adviser and obtain approval for their program of study.

All candidates for the master's degree, whether engaged in course work or completing a thesis, are required to register each semester until the degree is granted.

*Late Registration.* Those students who register after the close of the registration period are subject to an additional registration fee of \$3.00.

*Change of Program.* All changes in courses or withdrawals from courses must be made in the Graduate Office. No change or withdrawal may be made after the second week of each semester or the first week of the summer session.

## Credit Limit

In order to safeguard the quality of work done by graduate students the Graduate School limits the number of semester hours for which a student may enroll.

A graduate student in a regular semester is limited to sixteen semester hours when he takes only upper division courses, to twelve semester hours when he takes only graduate courses, and to a total made up in the proper proportion of twelve-sixteen—as for example, six graduate and eight upper division—when he takes both upper division and graduate courses.

| FULL TIME GRADUATE STUDENTS    |                                  |                             | STUDENTS EMPLOYED FULL TIME    |                                  |                             |
|--------------------------------|----------------------------------|-----------------------------|--------------------------------|----------------------------------|-----------------------------|
| <i>Graduate Semester Hours</i> | <i>Under-graduate Sem. Hours</i> | <i>Total Semester Hours</i> | <i>Graduate Semester Hours</i> | <i>Under-graduate Sem. Hours</i> | <i>Total Semester Hours</i> |
| 0                              | 16                               | 16                          | 0                              | 6                                | 6                           |
| 1                              | 15                               | 16                          | 1                              | 4                                | 5                           |
| 2                              | 13                               | 15                          | 2                              | 3                                | 5                           |
| 3                              | 12                               | 15                          | 3                              | 1                                | 4                           |
| 4                              | 11                               | 15                          | 4                              | 0                                | 4                           |
| 5                              | 9                                | 14                          |                                |                                  |                             |
| 6                              | 8                                | 14                          |                                |                                  |                             |
| 7                              | 7                                | 14                          |                                |                                  |                             |
| 8                              | 5                                | 13                          |                                |                                  |                             |
| 9                              | 4                                | 13                          |                                |                                  |                             |
| 10                             | 3                                | 13                          |                                |                                  |                             |
| 11                             | 1                                | 12                          |                                |                                  |                             |
| 12                             | 0                                | 12                          |                                |                                  |                             |

## Grades

Grades for courses in the Graduate School are indicated by A—excellent, B—good, C—acceptable, and F—failure. The *average* for all work presented for an advanced degree must be of at least B grade. A course in which an unsatisfactory grade has been received must be repeated.

To secure graduate credit for an upper division course permitting such credit, the student must obtain a grade of B or better.

Courses in which work has not been completed within the period assigned will be marked I-incomplete. An incomplete which is not removed by the mid-semester of the following term will automatically become a failure. No incompletes are given in the summer session.

## Transfer of Credit

In general, all work for the master's degree must be done in residence at Mount St. Mary's College. A maximum of six semester hours, however, may be accepted on admission from a recognized graduate school provided the courses fulfill certain conditions. Special petition for such transfer should be made when the student has satisfactorily completed twelve semester hours of graduate work at Mount St. Mary's College. Further information may be found in *Directives concerning Transfer of Credit* which is available upon request at the office of the Dean of the Graduate School.

## Graduate Study in Summer Session

The Graduate School offers a program of courses in the summer session which will enable the student to complete his class work for the master's degree in four summers, although a longer period is recommended. A fifth summer is required for completing the thesis and/or for the comprehensive examination.

Graduate students in the summer session are subject to the same scholastic requirements as those in the regular academic year. The maximum course load is ordinarily two courses; the maximum credit limit is six semester hours.

The minimum period of residence for the master's degree earned in summer sessions only is *five* sessions. Students pursuing all their work toward the master's degree in summer sessions may not extend the period of study beyond nine consecutive summers; otherwise the student loses credit toward the degree for the work completed more than nine summer sessions before the date on which the degree is to be conferred. Any summer session in which the student fails to register in the Graduate School is included in the nine summer session period.

Students who intend to complete their work for the degree entirely in summer should fulfill the requirements for candidacy at the completion of twelve semester hours of graduate course work.



## GENERAL REQUIREMENTS FOR THE MASTER'S DEGREE

### Courses and Hours of Credit

Since degrees are awarded for attainment in scholarship, any quantitative requirements stated below must be considered as minimum standards.

Twenty-four semester hours of course work is required for the degree of Master of Arts. Eighteen semester hours must be completed in the major field; six hours are devoted to a related minor field.

Thirty semester hours of course work are required for the degrees of Master of Science in Education and for Master of Music.

The student's program of study should be so organized as to form a unified whole directed toward a definite objective. The program will be directed by the professor in charge of graduate studies in the major department, and approved by the Dean of the Graduate School — the aim in every case being to give the student a well-integrated program which best serves his needs and interests.

While all of the work counted toward the master's degree must be of distinctly advanced character, the courses need not all be taken from the 200 level. With the approval of the graduate adviser in the major field and the Dean of the Graduate School, upper division courses (numbered 100 - 199) suitable for a well-rounded program may be included provided that the student registers for graduate credit *in advance* and earns at least a B grade in them. The proportion of such courses that may be included in a given program is stated in the departmental requirements.

No graduate credit is allowed for work completed in extension or correspondence courses.

### Residence and Time Limit

All courses toward the master's degree should ordinarily be taken in residence at Mount St. Mary's College. The minimum time of residence for the degree is two semesters, or one semester and three summer sessions, or five summer sessions. In practice, however, most students find that three semesters are generally needed to complete the requirements for the master's degree.

No more than one year should elapse between the completion of residence and the fulfillment of the thesis and/or comprehensive examination requirements. The degree must be earned within *five* consecutive years or *nine* consecutive summer sessions.

It is understood that the work for the master's degree may be distributed over two or more years if the student can devote only a part of his time to graduate study. A student, however, may not extend the period of study for the master's degree beyond ten consecutive semesters; otherwise he loses credit toward the degree for the work completed more than ten consecutive semesters before the date on which the degree is to be conferred.



Students may work concurrently toward a master's degree and a secondary credential. Such a combined objective will generally require more total semester hours and longer residence.

## **Foreign Language Examination**

All candidates for the Master of Arts degree must pass a reading examination in a foreign language, usually French or German. This examination should ordinarily be taken within the first semester of graduate work, or before the end of the second summer session for those in the summer sessions only.

## **Candidacy**

To be eligible for candidacy for the master's degree, the student must have—

1. achieved satisfactory results in the Graduate Record Examination
2. passed the foreign language examination (for M.A. degree)
3. completed twelve semester hours of graduate work with a satisfactory average
4. had his thesis (or project) approved.

Written notice of thesis topic approval and advancement to candidacy will be sent to the student directly from the office of the Dean of the Graduate School.

## **Thesis**

Candidates for the research Master of Arts degree and for the Master of Music degree with a major in Music Education are required to write a thesis under the direction of a major professor. This thesis provides an opportunity for the student to obtain first-hand experience in research methods under competent direction. The topic for the thesis should be limited in scope and give evidence of the student's ability to organize knowledge, to analyze critically, and to present the results in a readable and accurate form.

A brief description of the topic and of the proposed method of investigation must accompany each thesis topic presented to the Graduate Council for approval. The thesis should be registered for as a regular course (295) any semester after admission to candidacy.

The candidate must present his completed thesis to his major professor not later than the middle of the term in which he expects to complete his work for the degree. It must be approved by his thesis committee, then be typed according to the prescribed form. Two copies must be filed with the Dean at least one week before the date on which the degree is to be conferred.

The thesis must follow a prescribed format in regard to literary style and typing regulations. Specific directions regarding the format and typing of theses may be obtained from the Graduate School Office.

When the candidate's thesis has been finally approved by his committee, he should file a formal application for the degree at the Graduate School Office.

## **Project-Recital**

Candidates for the Master of Science in Education are required to present a project, a field study in the area of descriptive research. The procedure for the presentation of the project is the same as outlined for the thesis.

Candidates for the master's degree with a major in applied music or in composition present a graduate recital or an original composition in large form respectively, in lieu of a thesis.

## **Comprehensive Examination**

After all course requirements have been completed or are in progress nearing completion and/or the thesis has been approved, the candidate will be admitted to a comprehensive examination in the major field. This examination is designed to test the candidate's control of his major field, rather than course material.

The comprehensive examination does not take the place of course examinations. Permission to take the comprehensive examination will be given provided all course requirements have been fulfilled and/or the thesis has been approved by the major professor and reader.

The comprehensive examination may not be taken more than twice, and the time limit between the two attempts will be determined by the Dean in consultation with the major department.

Proficiency in the minor work will be tested by the regular written examinations of each course.

## **Commencement**

Candidates upon whom degrees are to be conferred are required to be present at Commencement unless specially excused by the Dean of the Graduate School.

## **Student Responsibility**

Responsibility for complying at the proper time with the regulations and procedures set forth in the *Graduate Bulletin* rests with the student. Any subsequent modification of requirements shall be applicable to all students whose work is in progress. The written authorization of the Dean of the Graduate School is required for any exception to printed regulations.

## **Summary of Requirements For The Master's Degree**

| REQUIREMENT                      | UNDER THE DIRECTION OF                              | DATE  |
|----------------------------------|---|---|
| Admission to the Graduate School | Graduate Council                                    | Apply at least one month before registration date                         |
| Program of study                 | Graduate adviser in major field                     | On entrance   |
| Graduate Record Examination      | Dean of the Graduate School and Guidance Director   | Before admission or during the first semester                             |
| Foreign language requirement     | Dean of the Graduate School and language department | Early in the second semester or by the end of the second summer session   |
| Approval of thesis topic         | Graduate Council                                    | Early in the second semester  |
| Candidacy for the degree         | Graduate Council                                    | After the fulfillment of all preliminary requirements                     |
| Approval of thesis               | Thesis committee                                    | At least six weeks before Commencement                                    |
| Application for the degree       | Dean of the Graduate School                         | After approval of thesis  |
| Comprehensive examination        | Major department                                    | Toward the completion of course requirements and after approval of thesis |
| Filing of two copies of thesis   | Dean of the Graduate School                         | At least one week before Commencement                                     |



## FINANCIAL INFORMATION

### Tuition and Fees

*Tuition and fees are due at registration at the treasurer's office.*

|   |         |
|---|---------|
| Application fee (not refundable).....   | \$ 5.00 |
| Tuition, per semester hour—\$25.00.....For Teachers* and Religious                  | 20.00   |
| Late registration fee.....  | 3.00    |
| — Graduate Record Examination, each test.....                                       | 4.00    |
| Special or deferred examination.....  | 3.00    |
| Student teaching fee.....   | 45.00   |
| Observation and participation fee.....  | 20.00   |
| Individual instruction in applied music.....arrangements to be made with instructor |         |
| — Thesis (or project) guidance fee, per semester.....                               | 25.00   |
| — Comprehensive examinations.....   | 25.00   |
| — Graduation fee.....   | 20.00   |

\*Professional discount given to all full time teachers upon presentation of evidence of current employment.

|                                |                       |
|--------------------------------|-----------------------|
| Refunds: Up to 2 weeks.....80% | Up to 4 weeks.....60% |
| Up to 6 weeks.....30%          | Thereafter ..... 0%   |

### Loans

Students may qualify for a loan under the terms of The Tuition Plan, Education Funds Inc., the Bank of America or Security-First National Plans, the Thorn- rider Fund, or from funds made available by the National Defense Education Act of 1958. Information concerning loans is available in the Treasurer's Office.

Scholarships and Assistantships

Graduate scholarships and teaching assistantships are available to men and women students who have completed their undergraduate work with distinction. Tuition scholarships permit full time study and cover all tuition charges. A limited number of scholarships for private music lessons are available to outstanding music majors in the field of performance (vocal or instrumental) depending upon musical ability and financial need.

Graduate teaching assistantships carry a stipend of \$1200 to \$1800 per year plus remission of tuition in exchange for four to six hours of teaching. Appointees normally carry a part-time study program of six to eight semester hours of graduate courses and assist in instruction.

Applicants will be expected to file a complete transcript of record and scores achieved in the Graduate Record Examination. Application forms available from the Dean of the Graduate School are due in the Graduate Office before April 1.

Resident Assistantships and Part-Time Employment

Resident assistantships are available to women graduate students who are interested in combining graduate work with the position of assistant to the Director of Residence in the undergraduate residence halls. Part-time academic and/or clerical service is also available in a number of departments. The stipend for such services is based upon the number of hours of assigned duties.

Residence Facilities

Two residence halls on campus, Brady Hall and Carondelet Hall, are available for women and Sisters during the regular terms and during the summer session.

|                             |                    |
|-----------------------------|--------------------|
| Board and double room ..... | \$475 per semester |
| Board and single room ..... | \$500 per semester |

Application should be made early to the Director of Residence.

Residence and board off-campus may be obtained in College-approved private homes near the campus in exchange for twelve hours of service per week. Information and a current listing of off-campus housing are available in the office of the Director of Guidance and Counseling.

Health Service

The student health program is administered by the Director of Health Service, under the supervision of two physicians. Registered nurses are in residence and available 24 hours a day. The college health service provides a physical examination to all students on admission, consultation periods when necessary, and infirmary care when needed.

## DEPARTMENTS OF INSTRUCTION

### DEPARTMENT OF EDUCATION

F. ROMAN YOUNG, *Graduate Adviser*

#### DEGREES

Master of Arts in Education

Master of Science in Education

#### General Requirements

The general admission and degree requirements are to be found on pages 13-21 of this *Bulletin*.

#### Departmental Requirements

*Prerequisites:* In his undergraduate program the applicant should have completed a minimum of twelve semester hours of upper division courses in education, including at least one course from each of the following fields: Philosophy or Principles of Education, Educational Psychology, Educational Measurement or Guidance, and either Principles of the Elementary or of the Secondary School.

#### Requirements for the Master of Arts

The degree Master of Arts in Education is offered for students who wish to emphasize research and to continue in advanced study.

A total of twenty-four semester hours taken in classified status is required, and of these at least eighteen semester hours must be completed in residence at Mount St. Mary's College. Eighteen semester hours must be completed in education, twelve of which must be in 200-level courses; the remaining semester hours are devoted to a minor field. A reading knowledge of French or German and the writing of a thesis are required.

The program for the major includes the following required courses: Education 200, 201, 202 or 203, and 295.

#### Requirements for the Master of Science

The degree Master of Science in Education is designed for those students who expect the master's degree to be a terminal degree, or whose educational objectives require a more extensive program of professional courses.

A total of thirty semester hours taken in classified status is required, and of these at least twenty-four hours must be completed in residence at Mount St. Mary's College. Eighteen semester hours must be completed in education, twelve of which must be in the 200-level courses. The remaining semester hours may be devoted to a minor field or fields, or a specific professional field. The writing of a project in the field of educational practice is required.

The program for the major includes the following required courses: Education 200, 201, 202 or 203, and 295.



**GRADUATE COURSES***Offered in a cycle*

- 200 Methodology of Educational Research**  
The various techniques of research which include the theory of research, experimental design, gathering data, and interpreting data.  
2 sem. hrs.
- 201 Historical and Philosophical Foundations of Education**  
Philosophical, political, economic, and social forces that influenced educational thinking during certain historical periods. It is intended that this course assist the student in enlarging his historical and philosophical perspective.  
3 sem. hrs.
- 202 Psychological Foundations of Education**  
Contemporary psychology as applied to education. Research and writing are offered to meet the individual needs of students concentrating in either elementary or secondary education.  
2 sem. hrs.
- 203 Social Foundations of Education**  
Sociological bases of education, the structure of society, its institutions and trends.  
2 sem. hrs.
- 204AB Organization and Supervision of Student Teachers**  
Designed primarily for supervising teachers. The basic principles can apply to either elementary or secondary education. Experiences deemed essential for the professional development of the student teacher are presented.  
2 - 2 sem. hrs.
- 205 Developing the Curriculum**  
The basic principles of curriculum planning with particular stress upon an analysis of the relationship of psychological and social factors in both elementary and secondary schools.  
3 sem. hrs.
- 207 Improving Reading in the Secondary School**  
Principles and procedures employed for the improvement of reading abilities beyond the sixth grade. Considerable emphasis is placed upon the reading difficulties of secondary school students.  
2 sem. hrs.
- 208 Science in the Elementary School**  
Science adapted for children in the first six grades. Includes the planning of units, classroom demonstrations, experiments, compiling bibliographies, and collecting instructional materials pertinent to the subject.  
2 sem. hrs.
- 209 Social Studies in the Elementary School**  
Recent research in respect to curriculum, materials, and methods affecting the teaching of the social studies below the sixth grade.  
2 sem. hrs.

- 210AB Seminar in Modern Education**  
The curricular, administrative and instructional issues at the elementary, junior or senior high school levels. Planned in order to present to teachers a better understanding of the modern school.  
2-2 sem. hrs.
- 212 The Elementary School Principal**  
The organization and administrative structure of the elementary school; in particular, the principal's duties and responsibilities in respect to the satisfactory functioning of the school. 2 sem. hrs.
- 213 The Secondary School Principal**  
The organization and administrative structure of the secondary school; in particular, the principal's duties and responsibilities in respect to the satisfactory functioning of the school. 2 sem. hrs.
- 214 Principles of Guidance and Counseling**  
Basic principles and techniques of guidance applied to counseling in the secondary school. 3 sem. hrs.
- 215 General Administration**  
The organization and administration of public and private education in the United States. 3 sem. hrs.
- 216 Supervision of Instruction**  
A course designed to assist the administrator and his staff to study the problem and practices in supervising the instructional program. 3 sem. hrs.
- 270A Secondary Education: Seminar**  
Seminar in general problems of secondary schools; special problems of teaching in the secondary school directly related to the particular needs of any given group of students. 2 sem. hrs.
- 270B Secondary Education: Seminar**  
Seminar parallels secondary student teaching assignments in public high schools. Deals with specific problems in secondary education that are an outgrowth of the teaching needs of the student teacher. 2 sem. hrs.
- 295 Thesis or Project Guidance**  
No credit offered in terms of semester hours.
- 298 Field Work in School Administration and Supervision**  
Individual supervision in the field and individual study of an administrative or supervisory problem in the school.  
A two-semester course. 4 sem. hrs.

**PROFESSIONAL COURSES**

- 330 Observation and Preparation**  
Classroom experiences in a public elementary school and weekly seminar class. Preparation for and evaluation of observation and participation activities on different grade levels and in different areas of study. 2 sem. hrs.
- 335AB Supervised Teaching: Elementary**  
*Prerequisites:* Senior standing, Education 330, Physical Education 27.  
Participation and practice in working with and instructing children in the elementary school. Experience is given on different grade levels. Conferences with teachers and supervisor accompany this work. 8 sem. hrs.
- 370 Introduction to Secondary Teaching**  
*Prerequisites:* Credential status, Education 170, 171, 172.  
Prerequisite to practice teaching; curriculum of the secondary school, methods of teaching; observation in the public schools; orientation of the student to the situation in which he will do his student teaching. 3 sem. hrs.
- 377 Supervised Teaching: General Secondary**  
*Prerequisites:* Credential status, Education 170, 171, 172, 370.  
Consists of participation in the instructional activities of two Junior or Senior high school classes for one semester, and required conferences. 6 sem. hrs.

**UPPER DIVISION COURSES\***

- |     |   | sem. hrs. |
|-----|---|-----------|
| 170 | Philosophy and Principles of Secondary Education  | 3         |
| 172 | Guidance of the Adolescent  | 3         |
| 190 | Modern Problems of Society  |           |
|     | An inter-departmental study of the major systems contending for world supremacy, emphasizing the historical and philosophical approach. | 3         |

\*May be taken for graduate credit with the approval of the Dean of the Graduate School.



## CREDENTIAL PROGRAMS

Students entering college in the fall of September, 1962, and thereafter will be expected to fulfill requirements set forth in a bulletin issued by the Education Department of Mount St. Mary's College.

Students who entered the teacher education program prior to September, 1962, will fulfill requirements herein set forth for each credential.

### 1. General Elementary Credential

Prospective candidates for the general elementary credential should consult the adviser in the Department of Education before filing study cards each semester.

Requirements:

1. Bachelor's degree:

- a. The general education requirements for the bachelor's degree prescribed for all students.
- b. Other courses required for the credential include: Art 42, P.E. 27 and 44, Phy. Sci. 1, Music 3, P.S. 1 or 111.
- c. The major:

The candidate for the general elementary credential may fulfill the requirements for the degree in a major field of study in one of three ways:

- (1) A departmental major
- (2) A candidate presenting a major not in the approved list must complete two approved 12 unit sequences, each of which must consist of courses appropriate to the elementary curriculum. This requirement may be met in the lower division but English 1A-1B is not acceptable as part of an English sequence.
- (3) Completion of an acceptable general major consisting of 36 upper division units selected from the Arts and Science list of courses and advised by the Chairman of the Department of Education.

2. Professional courses: Educ. 100, 111, 119, 134, 139ABC, 147, 171 330, 335AB; Art 330 and Music 330.

3. Standards:

- a. A grade of C or better should be maintained by all candidates for the general elementary credential.
- b. All upper division courses are to be taken in residence in institutions accredited to offer such courses.

## II. General Secondary Credential

### Admission to credential status

#### A. Bachelor's Degree

1. The major and minor must be in fields commonly taught in California senior or four-year high schools, or a major in a field not commonly taught and 2 minors in acceptable teaching fields.
2. The minimum requirement for the major shall be thirty-six semester hours (which may include graduate work in the major), and for the minor shall be twenty semester hours.
3. Mount St. Mary's College is authorized to recommend for the general secondary credential in the following fields as they are interpreted by the California State Department of Education:
  - a. Social studies
  - b. Life sciences and general science
  - c. Physical sciences and general science
  - d. English
  - e. Foreign languages
  - f. Homemaking
  - g. Mathematics
  - h. Music

4. The completion of 40 semester hours of general education.

#### B. A scholastic average of C+ or better in the upper division program, and B— or better in the post-graduate program.

### Postgraduate Program

1. A year of work in graduate credential status comprising not less than 30 semester hours of approved upper division and graduate courses.
2. The completion, prior to the degree, of Educ. 170 and 171; subsequent to the degree, the completion of Educ. 147, 172, 270AB, 370, G377; 6 semester hours of graduate and upper division course in the major, and Major Department 370.

## DEPARTMENT OF HISTORY

RONALD J. OARD, *Graduate Adviser*

### DEGREE

Master of Arts in History

### General Requirements

The general admission and degree requirements are to be found on pages 13-21 of this *Bulletin*.

### Departmental Requirements

*Prerequisites:* A Bachelor of Arts with a major in history, or the equivalent, approved by the graduate adviser.

### Requirements for the Master of Arts in History

*Courses:* A minimum of twenty-four semester hours of course work taken in classified status is required. Eighteen semester hours of course work must be completed in history; the remaining semester hours are in a closely related minor field.

At least twelve semester hours must be in strictly graduate courses (200-level), and must include a year seminar in European and a year seminar in American history.

No courses in the 300 series may be counted toward this requirement.

*Foreign Language.* A reading knowledge of a foreign language approved by the Department of History is required. This requirement should normally be met in the first semester of graduate work, and must be met before advancement to candidacy for the master's degree. Students whose emphasis is on medieval history should have a reading knowledge of Latin.

Candidates are required to present a thesis or to pass a written comprehensive examination.

*Comprehensive Examination.* The student will be examined in three fields: American History and two other fields.

A candidate is advised to consult the instructors in charge of the fields in which he intends to present himself for examination and be guided by their advice.

The comprehensive examination will be given on dates announced in the calendar of this *Bulletin*.

*Thesis.* Candidates whose programs have been directed toward research should present a thesis which gives evidence of original and independent inquiry. The thesis should demonstrate the candidate's ability to gather and organize data, to interpret these findings in a critical manner, and to express them logically and clearly.



**GRADUATE COURSES***Offered in a cycle*

sem. hrs.

|       |  |     |
|-------|--|-----|
| 251   | Seminar in Ancient History                                   | 2-3 |
| 254AB | Seminar in Medieval History                                  | 3-3 |
| 256AB | Seminar in Modern European History                           | 3-3 |
| 260   | Seminar in English History                                   | 2-3 |
| 261   | Seminar in Latin-American History                            | 2-3 |
| 270AB | Seminar in United States History                             | 3-3 |
| 274AB | Seminar in Recent United States History                      | 3-3 |
| 290   | Directed Study and Reading for<br>Master's Degree Candidates | 1-3 |
| 295   | Thesis Guidance  |     |

No credit offered in terms of semester hours.

**PROFESSIONAL COURSE**

|     |   |
|-----|---|
| 370 | The Teaching of History and the Social Studies<br>In the Secondary School |
|-----|---|

**UPPER DIVISION COURSES\***

sem. hrs.

|       |   |     |
|-------|---|-----|
| 111   | History of Early Ancient Mediterranean World                      | 3   |
| 112   | History of Later Ancient Mediterranean World                      | 3   |
| 121AB | Civilization of the Middle Ages                                   | 3-3 |
| 124   | Near and Middle East in the Nineteenth<br>and Twentieth Centuries | 3   |

\*May be taken for graduate credit with the approval of the Dean of the Graduate School.

**UPPER DIVISION COURSES\***

|       |   |     |
|-------|---|-----|
| 141   | Renaissance and Reformation   | 3   |
| 142   | Europe in the Seventeenth Century   | 3   |
| 143   | Absolutism and Enlightenment  | 3   |
| 144   | Europe: French Revolution and Napoleon  | 3   |
| 145   | Nineteenth Century Europe   | 3   |
| 147   | Twentieth Century Europe  | 3   |
| 148   | History of Modern Russia  | 3   |
| 151AB | History of England and Great Britain  | 3-3 |
| 161AB | History of Latin America  | 3-3 |
| 171AB | Colonies, the New Nation to 1800  | 3-3 |
| 172   | Jefferson and Jackson   | 3   |
| 173   | Civil War and Reconstruction  | 3   |
| 174   | U.S. Big Business and Reform  | 3   |
| 175   | Twentieth Century America   | 3   |
| 177   | Social and Intellectual History of the<br>United States   | 3   |
| 178   | Diplomatic History of the United States   | 3   |
| 179   | Constitutional History of the United States   | 3   |
| 181   | American West   | 3   |
| 188   | History of California   | 3   |
| 190   | Modern Problems of Society<br>An inter-departmental study of the major systems contending for<br>world supremacy, emphasizing the historical and philosophical<br>approach. | 3   |
| 191   | History of the Far East   | 3   |
| 198   | Historiography  | 2   |

**DEPARTMENT OF MUSIC**PATTEE E. EVENSON, *Graduate Adviser***DEGREES**

Master of Arts in Music

Master of Music

**General Requirements**

The general admission and degree requirements are to be found on pages 13-21 of this *Bulletin*.

Evidence of adequate preparation for successful graduate-level study in music is the basis for admission to the program and should consist of the following:

1. An undergraduate record which shows  
scholastic distinction  
adequate preparation in the applicant's major and related fields, and in performance  
an amount of work in the major and related fields which is comparable in essential respects to that required in the corresponding undergraduate degree at Mount St. Mary's College.
2. Entrance examinations are required of all graduate students in the following subject areas within the music department:

*Theory*: aural, written and analytical theory based on a two-year sequence of undergraduate study in this subject.

*Music History and Literature* covering four historical periods: Middle Ages and Renaissance; the Baroque and Classic eras; the Romantic era; and the Twentieth Century to the present.

*Applied Music*: Students are required to demonstrate before a faculty auditioning committee a performing competency on their major instrument or voice equivalent to the minimum requirements for the undergraduate junior year. (The curriculum for each performing medium may be secured by addressing the Chairman of the Music Department.)

A minimum of two semesters of full-time study are required for the completion of work for the Master's degree, assuming there are no deficiencies in undergraduate courses or in performing competencies. Work towards the removal of deficiencies should be commenced during the first semester in residence. It is strongly recommended that students who carry out most of their study during summer sessions plan to spend one fall or spring semester in full-time residence to facilitate course planning, continuity and maturation.



## Requirements for the Master of Arts

*Prerequisites:* A bachelor's degree in the corresponding major subject or its equivalent. Candidates for the Master of Arts degree in composition must present examples of their compositions to the theory and composition faculty of the Music Department for evaluation prior to admission to the program.

*Graduate Program:* The degree of Master of Arts is designed for those students who wish to concentrate in Music History and Literature or in composition.

The program requires the satisfactory completion of twenty-four semester hours of graduate credit (twelve of which must be on the 200 level). Eighteen hours must be completed in music and the remaining six hours are devoted to a related minor field.

A reading knowledge of French or German and the writing of a thesis are required. An original composition in large form (chamber music, symphonic form, cantata, mass, etc.) is submitted in lieu of a thesis by composition majors.

All Master's degree students are required to participate in one major performing organization during each semester in residence, and to attend all recitals, concerts, and lectures sponsored by the department. They are strongly encouraged to take advantage of listening and performing opportunities in the Los Angeles area.

### Master of Arts with a Major in Music History and Literature

|                                | sem. hrs. |
|--------------------------------|-----------|
| Introduction to Graduate Study | 2         |
| Music History and Literature   | 8         |
| Applied Music                  | 2         |
| Ensemble                       | 2         |
| Music Electives                | 4         |
| Courses in minor field         | 6         |
| Thesis                         | -         |
| Comprehensive examination      | -         |
|                                | —         |
|                                | 24        |

### Master of Arts with a Major in Composition

|  | sem. hrs. |
|--|-----------|
| Introduction to Graduate Study         | 2         |
| Composition                            | 8         |
| Contemporary Techniques in Composition | 2         |
| Ensemble                               | 2         |
| Music Electives                        | 4         |
| Courses in minor field                 | 6         |
| Composition in large form              | -         |
| Comprehensive examination              | -         |
|  | —         |
|  | 24        |

## Requirements for the Master of Music

*Prerequisites:* A bachelor's degree in the corresponding major field or its equivalent. Students who wish to change the degree major are required to demonstrate the equivalent prerequisites for the new degree by audition and/or passing prerequisite courses. Prerequisite courses usually may be taken concurrently with beginning graduate work.

### Applied Music and Voice

Audition: Demonstration of performing competency equivalent to that required for the baccalaureate degree at Mount St. Mary's College.

In addition, a knowledge of basic grammar and diction in the French, German and Italian languages is required for voice majors.

### Composition

Prior to entering the program the student should submit examples of compositions for faculty approval.

### Music Education

Students will be examined during the week of registration in choral and instrumental conducting, elementary and high school methods in which he must demonstrate proficiencies comparable to those of the baccalaureate degree in this field.

*Graduate Program:* The satisfactory completion of a minimum of thirty hours of graduate credit (fifteen of which must be on the 200 level) is required for the Master of Music degree. The fields of concentration are indicated below.

Applied music and voice majors are required to present a full recital in lieu of a thesis. A performance examination before the Graduate Faculty Audition Committee is required during the semester preceding the graduate recital for a Master of Music degree.

Composition majors must submit at least one original composition in large form: chamber music, symphonic form, cantata, mass, etc.

A thesis is required for a major in music education.

## Master of Music with a Major in

### Applied Music

|  | sem. hrs. |
|--|-----------|
| Introduction to Graduate Study                   | 2         |
| Music History and Literature                     | 6         |
| Major Instrument                                 | 8         |
| History and Literature of Major Instrument       | 2         |
| Ensemble   | 2         |
| Music Electives                                  | 4         |
| Electives in Music or Letters, Arts and Sciences | 6         |
| Graduate Recital                                 | -         |
| Comprehensive examination                        | -         |
|  | —         |
|  | 30        |

| <b>Voice</b>                                     | sem. hrs. |
|--|-----------|
| Introduction to Graduate Study                   | 2         |
| Applied Voice                                    | 8         |
| History and Literature of Voice                  | 2         |
| Music History and Literature                     | 6         |
| Applied Piano                                    | 2         |
| Opera Workshop                                   | 2         |
| Ensemble   | 2         |
| Music Electives                                  | 2         |
| Electives in Music or Letters, Arts and Sciences | 4         |
| Graduate Recital                                 | -         |
| Comprehensive examination                        | -         |

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| <b>Composition</b>                               | sem. hrs. |
|--|-----------|
| Introduction to Graduate Study                   | 2         |
| Composition                                      | 8         |
| Contemporary Techniques of Composition           | 2         |
| Advanced Orchestration                           | 2         |
| Music History and Literature                     | 6         |
| Ensemble   | 2         |
| Applied Music                                    | 4         |
| Electives in Music or Letters, Arts and Sciences | 4         |
| Composition in large form                        | -         |
| Comprehensive examination                        | -         |

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| <b>Music Education</b>                                | sem. hrs. |
|---|-----------|
| Introduction to Graduate Study                        | 2         |
| Seminar in Music Education                            | 2         |
| Music History and Literature                          | 6         |
| Applied Music   | 4         |
| Ensemble  | 2         |
| Field of Emphasis (A or B)                            | 6         |
| A. Instrumental                                       |           |
| Advanced Instrumental Conducting                      | 2         |
| Administration and Supervision of Instrumental Groups | 2         |
| Interpretation of Band and Orchestra Literature       | 2         |
| B. Choral   |           |
| Advanced Choral Conducting and Choral Procedures      | 2         |
| Choral Composition and Arranging                      | 2         |
| Interpretation of Choral Literature                   | 2         |
| Music Electives                                       | 4         |
| Electives in Music or Letters, Arts and Sciences      | 4         |
| Thesis  | -         |
| Comprehensive examination                             | -         |

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**GRADUATE COURSES***Offered in a cycle*

- 200 Introduction to Graduate Study**  
Basic bibliography and research methods for graduate study. Required of all graduate students majoring in music. Should be taken first semester of graduate study. 2 sem. hrs.
- 201AB Orchestration**  
The technique of modern orchestration and band arrangement of piano scores especially composed for such treatment. Methods on securing balance, color and contrast. 4 sem. hrs.
- 204AB Canon and Fugue**  
Canon in all intervals. Simple fugue—two, three and four voices. 4 sem. hrs.
- 205 The Art of Choral Development**  
The problems and techniques of voice development in classes in secondary schools and colleges. The ability to train changed and unchanged voices. Survey of materials for such groups. 2 sem. hrs.
- 208ABCDE Advanced Composition**  
For graduates with previous experience in writing music. 10 sem. hrs.
- 209 Contemporary Techniques in Composition**  
Analysis and practice in writing in the field of modern music. Detailed study of representative works of impressionistic, atonal, polytonal, and neoclassic composers through vocal, instrumental, and orchestral scores. Keyboard application of modern harmonic techniques. 2 sem. hrs.
- 210A Music of the Middle Ages**  
Principal musical developments from the first through the fourteenth centuries; Christian Sacred Chant; the rise of secular monody; sacred and secular polyphonic forms and styles. 2 sem. hrs.

- 210B Music of the Renaissance**  
Principal musical developments during the fifteenth and sixteenth centuries; sacred and secular polyphonic and homophonic forms and styles; beginnings of instrumental idioms and forms; analytical and structural studies of music of the period. 2 sem. hrs.
- 211A Music of the Baroque Era**  
Principal musical developments from c. 1590-1760; accompanied monody and the beginning of opera; sacred and secular instrumental and vocal forms and styles; analytical and structural studies of music of the period. 2 sem. hrs.
- 211B Music of Pre-Classic and the Classic Eras**  
Analytical and structural studies of the works of principal composers from c. 1730-1828. Major developments in vocal and instrumental forms and styles, sacred and secular; rococo and related influences. 2 sem. hrs.
- 212 Music of the Romantic Era**  
Influence of the Romantic movement on conceptions of music forms and styles; the growth of opera; the development of the art song; the expansion of old, and the appearance of new vocal and instrumental forms and media. Analytical and structural studies of representative works, from Weber through Wagner. 2 sem. hrs.
- 213 Twentieth Century Music**  
Early development of modernism; neo-romanticism; impressionism in Roussel, Debussy, Ravel, Delius and others. Expressionistic influences of Schonberg, Webern, Berg. Neo-classicism. Structural and analytical studies of works of representative contemporary composers. 2 sem. hrs.
- 214 History and Literature of Applied Field**  
History and literature of the particular instrument. Representative literature performed and analyzed. Special project in each one's particular field. 2 sem. hrs.
- 215 Seminar in American Music**  
Problems in the history of American music from the period of the Pilgrims and Puritans to the present. 2 sem. hrs.
- 216 Seminar in Church Music**  
Origins of Gregorian Chant; polyphony and its development; Palestrina "Renaissance"; church music today. 2 sem. hrs.

- 217 Music Criticism**  
Study of principles involved in forming and expressing judgment about musical works and performances. Channeling of listening experience; analysis; reviews; coverage of concerts. 2 sem. hrs.
- 218AB Special Projects in Musicology** 4 sem. hrs.
- 219 Seminar in Musicology** 2 sem. hrs.
- 223ABCD Advanced Instrumental Ensemble** 2 sem. hrs.
- 236ABCDEF Piano** 12 sem. hrs.
- 237ABCDEF Organ** 12 sem. hrs.
- 238ABCDEF Voice** 12 sem. hrs.
- 239ABCDEF Violin** 12 sem. hrs.
- 240ABCDEF Orchestral Instrument** 12 sem. hrs.
- 270AB Practicum in Music Education**  
The planning and development of practical or creative projects, group or individual, in the field of music education. Carried on in connection with some actual school situation under the guidance of one or more members of the staff. 2-2 sem. hrs.
- 273 Problems in Curriculum Construction in Music**  
Problems in curriculum construction in music; organization of courses, materials and procedures in keeping with modern trends. 2 sem. hrs.
- 274AB Special Projects in Music Education**  
Investigation of a project or problem chosen by the student for extensive study, the solution of which is related to practical use in a teaching situation. 2-2 sem. hrs.
- 275AB Advanced Problems in Elementary Music Education**  
Designed to provide for music specialists, classroom teachers and school music administrators a cross section of a live music program involving work with children; the employment of latest practices, techniques and materials. 2-2 sem. hrs.
- 276AB Advanced Problems in Secondary Music Education**  
Emphasis upon modern trends in theory, techniques and materials. Designed to provide for vocal and instrumental specialists, school music administrators and supervisors a first-hand contact with junior and senior high school music programs with specialized instruction in their areas of concentration. 2-2 sem. hrs.



- 277 Advanced Instrumental Conducting**  
 Practical approaches to problems in baton technique, score reading, rehearsal procedures and interpretation, as applied to the conducting of instrumental groups. Prerequisite: consent of the instructor.  
 2 sem. hrs.
- 278 Advanced Choral Conducting and Choral Procedures**  
 Emphasis upon practical approaches to problems of hand technique co-ordination, articulation, dynamics, diction, sound control, breath control. The class is used as an experimental choir. Prerequisite: consent of the instructor.  
 2 sem. hrs.
- 279 Administration and Supervision of Instrumental Groups**  
 School orchestra and band organization, administration, and supervision; library management, problems in student personnel, financing, rehearsal techniques; program construction, instrumental repair, physical plant, festivals.  
 2 sem. hrs.
- 280 Choral Composition and Arranging**  
 Practical problems in composition and arranging for various types and sizes of school choral groups with emphasis upon current trends and practices.  
 2 sem. hrs.
- 281 Interpretation of Band and Orchestra Literature**  
 A study of repertory with emphasis upon stylistic features of various schools and types of composition appropriate for school use; program planning.  
 2 sem. hrs.
- 282 Interpretation of Choral Literature**  
 Analysis of choral repertory appropriate for school use; stylistic features and their interpretive implications; program planning.  
 2 sem. hrs.
- 295 Thesis Guidance**  
 Required of all students working on a thesis in music. No credit offered in terms of semester hours.

## PROFESSIONAL COURSES

- 370 Music Education in the Secondary School**  
 Study of problems in music education from pre-school to adult level; psychology of school music teaching; directed observation; planning curriculum and material suitable for each level; correlation of music and other subjects, stressing the creative and integrating approach.  
 370. 6 sem. hrs.
- 377 Supervised Teaching: Music**  
*Prerequisites:* Senior standing; Education 170, 171, 172; Music 370.  
 6 sem. hrs.

## UPPER DIVISION COURSES\*

|         |   | sem. hrs. |
|---------|---|-----------|
| 106     | Voice Techniques  | 2         |
| 110ABCD | Orchestra   | 1/2-1     |
| 120AB   | Advanced Counterpoint   | 2-2       |
| 121ABCD | Mount Singers   | 1/2-2     |
| 123ABCD | Chamber Ensemble  | 1/2-2     |
| 132     | Piano Ensemble  | 1/2-2     |
| 160     | Organization of Elementary and<br>Secondary School Music        | 2-2       |
| 197ABCD | Literature in Field of Applied Music                            | 1-1-1-1   |
| 198ABCD | Master Class in Applied Music                                   | 1-1-1-1   |
| 199     | An Integrated Course in the Cultural Trends<br>in the Fine Arts | 2         |

\*May be taken for graduate credit with the approval of the  
Dean of the Graduate School.

## APPLIED MUSIC FACULTY

*Piano—*

Jakob Gimpel  
Delores Stevens  
Aube Tzerko

*Organ—*

John Lee

*Voice—*

William Eddy

*Harp—*

Maryjane Barton  
Aida Dagort

*Violin—*

Israel Baker  
Manuel Compinsky  
Noumi Fischer

*Viola—*

Albert Falkove  
Noumi Fischer

*Cello—*

Joseph DiTuillio  
George Neikrug

*String Bass—*

Murray Shapinsky

*Flute—*

Burnett Atkinson  
George Drexler

*Oboe—*

Donald Muggeridge  
Gordon Pope

*Clarinet—*

Kelman Bloch  
Joseph Krechter

*Bassoon—*

Ralph Lee

*French Horn—*

Wendell Hoss  
Sinclair Lott

*Trumpet—*

John Clyman  
Pattee Evenson

*Trombone—*

Louis Castellucci

*Percussion—*

Edward Forrest  
Charles de Lancy

Under certain conditions, and with the approval of the Music Department, students may elect to study privately for credit with qualified teachers whose names do not appear on this list.

## MINOR DEPARTMENTS

Courses offered for graduate credit for the minor fields and for electives.

Courses in the 300 series are professional and apply to the credential program only.

### BIOLOGICAL SCIENCES

*Prerequisites:* A basic undergraduate preparation approved by the chairman of the Department of Biological Sciences.

- |          |  |               |
|----------|--|---------------|
| Biol 199 | Special Problems   | 2-4 sem. hrs. |
| Biol 235 | Seminar in Evolutionary Genetics   |               |
|          | Theories and genetic mechanisms of organic evolution.                          | 2 sem. hrs.   |
| Biol 265 | Ecology  |               |
|          | Interrelationships between plant and animal communities and their environment. | 3 sem. hrs.   |
| Biol 370 | The Teaching of the Biological Sciences  |               |
|          | Methods and materials used in the teaching of biology.                         | 2 sem. hrs.   |

### ECONOMICS

*Prerequisites:* An undergraduate preparation approved by the chairman of the Department of Economics.

- |          |   |             |
|----------|---|-------------|
| Econ 108 | The Social Encyclicals and the American Economy   |             |
|          | Economic and social reconstruction of society as set forth in the Encyclicals <i>Rerum Novarum</i> , <i>Quadragesimo Anno</i> , and <i>Mater et Magistra</i> and in current literature. | 3 sem. hrs. |
| Econ 150 | Labor Economics and Labor Relations   |             |
|          | The organization of labor and business and the collective bargaining relationship between them, and the impact of unionism on the economy.  | 3 sem. hrs. |
| Econ 152 | Social Security and Related Programs  |             |
|          | Public programs providing security against sickness, accident, unemployment, old age, disability and death.   | 3 sem. hrs. |
| Econ 190 | Modern Problems of Society  |             |
|          | An inter-departmental study of the major systems contending for world supremacy, emphasizing the historical and philosophical approach  | 3 sem. hrs. |



**ENGLISH**

*Prerequisites:* Twelve semester hours of upper division English including Eng. 155, Introduction to Theory and Criticism; Eng. 130, American Literature; and Eng. 117, Shakespeare. Advanced writing and Eng. 110, Introduction to the English Language, are also recommended.

- 151      Chaucer**  
Reading in the poetry of Chaucer, principally *The Canterbury Tales*.  
2 sem. hrs.
- 187      The Victorian Period**  
Intensive reading of some of the major works in prose and poetry of the second part of the nineteenth century.      3 sem. hrs.
- 188      Dante: *The Divine Comedy***  
Reading and analysis of *The Divine Comedy* in translation as a work of literary art with emphasis on its structure and symbolism.  
3 sem. hrs.
- 196      Studies in Language and Communication**  
A multi-dimensional approach to language and its meanings: dynamics of motivation and perception as they relate to expression and understanding of language; a study of cultural and anthropological contexts, and semantics in conjunction with relevant literary, conversational and other models. Examination of barriers in communication and ways of improving communication, and training in listening are an important part of the course.      2-3 sem. hrs.
- 200      Special Studies in English**  
Intensive reading and research in a selected author or in a selected period.      2-3 sem. hrs.
- 230      American Literature from 1850**  
Studies in selected American authors from Hawthorne to the present.  
2-3 sem. hrs.
- 255      Seminar in Literary Criticism**  
Applications of critical principles and techniques to specific literary problems.      3 sem. hrs.
- 290      Contemporary Literature**  
Intensive reading of selected English and American authors since 1890.      2-3 sem. hrs.
- 370      The Teaching of English**  
Required of candidates for the general secondary credential in English.      2 sem. hrs.

**LATIN**

*Prerequisites:* An undergraduate preparation approved by the chairman of the Department of Classical Languages.

- |              |  |
|--------------|--|
| <b>185</b>   | <b>Introduction to Medieval Latin Studies</b><br>A study of the development of medieval Latin syntax, vocabulary and morphology. 2 sem. hrs. |
| <b>187</b>   | <b>Studies in Medieval Poetry</b><br>A study of the origin and development of medieval poetry with emphasis on selected periods. 2 sem. hrs. |
| <b>254AB</b> | <b>Seminar in Latin Studies</b><br>Problems in a selected author in one literary genre. 4 sem. hrs.  |
| <b>370</b>   | <b>The Teaching of Latin</b><br>The teaching of Latin in the secondary school. 2 sem. hrs.   |

**MATHEMATICS**

*Prerequisites:* An undergraduate preparation approved by the chairman of the Department of Mathematics.

Additional upper division courses may be elected with the approval of the chairman of the Department of Mathematics.

- |            |  |
|------------|--|
| <b>199</b> | <b>Special Problems</b><br><i>Prerequisite:</i> Senior standing in mathematics. 1-3 sem. hrs.  |
| <b>200</b> | <b>Metric Geometry</b><br>A discussion employing absolute coordinates of the metric properties of conics and other loci. 3 sem. hrs. |
| <b>370</b> | <b>The Teaching of Mathematics</b><br>Present-day tendencies in the teaching of mathematics. 2 sem. hrs.                             |

**PHYSICAL SCIENCES**

*Prerequisites:* An undergraduate preparation approved by the chairman of the Department of Physical Sciences.

- Chem 221      Advanced Inorganic Chemistry**  
*Prerequisite:*....Chem 121  
Treatment of contemporary chemical theories, mechanisms of inorganic reactions including non-aqueous solvent systems, and periodic relationships among the elements.      3 sem. hrs.
- Chem 222      Advanced Organic Chemistry**  
*Prerequisite:* Chem 112B  
The study of reaction mechanisms through detailed discussion of individual organic reactions with emphasis on the theoretical aspects of organic chemistry.      3 sem. hrs.
- Chem 232      Recent Advances in Biochemistry**      2 sem. hrs.  
*Prerequisite:* Chem 108.      1-2 sem. hrs.
- Chem 298      Seminar**      1-3 sem. hrs.
- Chem 299      Research**

**PSYCHOLOGY**

*Prerequisites:* An undergraduate preparation approved by the department.

- Psy 144      Psychological Interviewing and Case History Methods**  
Principles of interviewing and securing case histories which form the basis for effective counseling.      2 sem. hrs.
- Psy 213      Behavior Problems of the Student**  
Behavior problems in the classroom and home; their origin; methods of amelioration by the teacher. Focus is on mental hygiene for the teacher, teacher-pupil personality dynamics and their implications.      2 sem. hrs.
- Psy 227AB Tools and Techniques of Diagnosis in Psychological Counseling**  
Administration and interpretation of individual intelligence tests and appropriate personality tests.  
227A    Individual testing and field work.  
227B    Personality testing and field work.      3-3 sem. hrs.
- Psy 288      Psychological Counseling and Field Work**  
The logical and experimental approaches to human aptitudes, abilities, and interests as used in counseling. Mental organization, physiological and psychological traits, individual and group educational-vocational-personality characteristics, derivation of interest and ability patterns, pattern analysis and its counseling applications.      3 sem. hrs.



## POLITICAL SCIENCE

*Prerequisites:* An undergraduate preparation approved by the department.

Upper division courses may also be elected with the approval of the department.

- |     |  |             |
|-----|--|-------------|
| 190 | <b>Modern Problems of Society</b><br>An inter-departmental study of the major systems contending for world supremacy, emphasizing the historical and philosophical approach. | 3 sem. hrs. |
| 253 | <b>Seminar in International Relations</b>  | 3 sem. hrs. |
| 256 | <b>Seminar in Comparative Government</b>   | 3 sem. hrs. |
| 257 | <b>Seminar in Political Theory</b>   | 3 sem. hrs. |

## SOCIOLOGY

*Prerequisites:* An undergraduate preparation subject to the approval of the chairman of the Department of Sociology and including course 1 or 101.

- |     |   |             |
|-----|---|-------------|
| 104 | <b>Contemporary American Family</b><br>The modern American family today as a social structure undergoing change of functions and roles due to social, economic, cultural and psychological factors; principles that make for stability of the family. | 3 sem. hrs. |
| 115 | <b>Crime and Delinquency</b><br>Extent, causal factors and methods of prevention and treatment of crime and delinquency.  | 3 sem. hrs. |
| 125 | <b>The Community</b><br>Study of the structure, functions, and organization of communities, with particular application to the local community and its resources; planned field visit to representative community agencies.                           | 3 sem. hrs. |
| 175 | <b>Population Problems</b><br>Theories of population; rates of population growth; factors controlling the growth of population; analysis of urban population; existing conditions in different countries.   | 2 sem. hrs. |
| 190 | <b>Modern Problems of Society</b><br>An inter-departmental study of the major systems contending for world supremacy, emphasizing the historical and philosophical approach.  | 3 sem. hrs. |

## DEGREES CONFERRED

COMMENCEMENT, JUNE 4, 1961

### Master of Arts

- Sister Mary Evelyn Flynn, C.S.J., Education.....Mount St. Mary's College, 1953  
 Thesis: *A Study of the Growth of the Elementary Schools of the Archdiocese of Los Angeles from 1949-1959*
- Sharon Elizabeth Girard, Music.....Mount St. Mary's College, 1958  
 Thesis: *Gregorian Chant as a Beautiful Art Product According to the Principles of St. Thomas Aquinas*
- Ann Smith Fegan, History .....Mount St. Mary's College, 1958
- Sister Kathleen Francis Kelly, C.S.J. History.....Mount St. Mary's College, 1959  
 Thesis: *The Cistercian Contribution to Manual Labor in the Twelfth and Thirteenth Centuries*
- Mary Francis McKenna, Education.....Mount St. Mary's College, 1944  
 Thesis: *Homemaking Education in Los Angeles: A Survey Designed to Give Evidence of the Effectiveness of Homemaking in Los Angeles Senior High Schools*

### Master of Music

- Sister Mary Peter Dunn, C.S.J.O.....Mount St. Mary's College, 1958  
 Graduate Violin Recital
- Sister Mary Vibiana Weber, C.S.C.....St. Mary-of-the-Wasatch College, 1950  
 Graduate Piano Recital

COMMENCEMENT, JUNE 3, 1962

### Master of Arts

- Sister Magdalen Coughlin, C.S.J., History.....College of St. Catherine, 1952  
 Thesis: *The Controversy Between Bernard of Clairvaux and Peter the Venerable*
- Sister Mary Beatrice Kelly, S.M.M.G., History.....Mount St. Mary's College, 1960  
 Thesis: *The Impact of the Eleventh Century Reform Movement on Papal Administration*
- Sister Maura Jean Parsons, C.S.J., Music.....University of California, L.A., 1942  
 Thesis: *A Comparative, Stylistic and Structural Study of the Requiem Masses of Palestrina, Mozart and Berlioz*
- John Marvin York, Jr., History.....Williams College, 1938  
 Thesis: *The Knights of the Temple in the Spanish Peninsula*

### Master of Music

- Marlene J. Fazzi.....Mount St. Mary's College, 1957  
 Graduate Piano Recital
- Gertrude Cecilia Hayes.....Mount St. Mary's College, 1956  
 Graduate Piano Recital
- Phillip Richard Rehfeldt.....University of Arizona, 1961  
 Graduate Clarinet Recital
- Sister Mariella Savant, O.P.....Queen of the Holy Rosary College, 1955  
 Composition: Quartet No. 1 for Two Violins, Viola and Cello

**COLLEGES** conducted by the

**SISTERS OF ST. JOSEPH OF CARONDELET**

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Los Angeles

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Saint Paul

Missouri      *Fontbonne College*  
Saint Louis

*College of Saint Teresa*  
Kansas City

New York      *College of Saint Rose*  
Albany





## CORRESPONDENCE

| <i>Concerning:</i>                              | <i>Address:</i>                     |
|---|-------------------------------------|
| General Policies . . . . .                      | President                           |
| Undergraduate study and scholarships . . . . .  | Academic Dean                       |
| Graduate study and scholarships . . . . .       | Dean of the Graduate School         |
| Financial matters . . . . .                     | Treasurer                           |
| Transcripts, students records, grades . . . . . | Registrar                           |
| Student activities . . . . .                    | Dean of Women                       |
| Residence on campus . . . . .                   | Director of Residence               |
| Residence off-campus . . . . .                  | Director of Counseling and Guidance |
| Student health service . . . . .                | Director of Health Service          |
| Teachers' credentials . . . . .                 | Chairman, Department of Education   |
| Public relations . . . . .                      | Director of Public Relations        |
| Alumnae activities . . . . .                    | Alumnae Moderator                   |

## MOUNT ST. MARY'S COLLEGE

12001 Chalon Road  
Los Angeles 49, California  
BR 2-8791 — GR 6-2237

*Directions:* West on Wilshire or Sunset to 12000 block, turn right on Bundy Drive, continue along Bundy to Chalon Road and up to the College.

The College welcomes visitors to the campus throughout the year. The offices are open from 9-12 m. and 1-4 p.m. on week days and 9-12 on Saturday mornings. Administrative officers are available for consultation and interview by appointment.

12001

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ANGELES

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